

Appendix B

Exhibit Log

Exhibit 1
EPA Inspection Team Records Request Provided to the Township
on August 19, 2010

MS4 PROGRAM COMPLIANCE INSPECTION
MANOR TOWNSHIP, PA
AUGUST 30—31, 2010

Records Requested:

Program Management/ Kick-off Meeting

- ✓ 1. Current Storm Water Management Program document—written description of your current MS4 Programs/Program Areas (e.g., Stormwater Management Program)
- ✓ 2. MS4 Annual Report 2010 (permit year March 10, 2009 through March 9, 2010)
3. Program organizational chart and/or a description of the departments involved in the implementation of your MS4 program and their responsibilities.
- ✓ 4. Current land use and receiving waters map—Township background, demographics, and context
5. Completed Act 167 Plan (if applicable) - 2

Construction Site Runoff Control

- CD ✓ 6. All ordinances pertaining to land disturbing activities
- ✓ 7. All other construction-related regulatory mechanisms (e.g., land disturbance or grading permit)
- ✓ ✓ 8. Any formal agreements with the local CCD for implementation of municipal responsibilities pertaining to Construction Site Runoff Control (e.g., memorandum of understanding)
9. Construction BMP Field Manual
- ✓ 10. Inventory of current active construction sites with location (differentiating municipally sponsored from private projects)
- ✓ ✓ 11. Example/case file of a construction site issue where enforcement of local ordinance was used (ideally full extent of enforcement authority)
12. Records of follow up actions to citizen/employee complaints regarding construction site issues (March 10, 2009 to current)

Post-Construction Stormwater Management

- ✓ 13. All storm water related ordinances and regulatory mechanisms pertaining to development and redevelopment - 2004
14. Any formal agreements with the local CCD for implementation of municipal responsibilities pertaining to Post-Construction Stormwater Management (e.g., memorandum of understanding)
15. Watershed-specific requirements/criteria for post-construction BMPs
16. Post Construction BMP Manual and design standards
- ✓ 17. Inventory of post-construction BMPs with location (differentiating municipally owned and operated from private)
18. Requirements for continued maintenance of BMPs - SW Agreement for Houston Area

Illicit Discharge Detection and Elimination (IDDE)

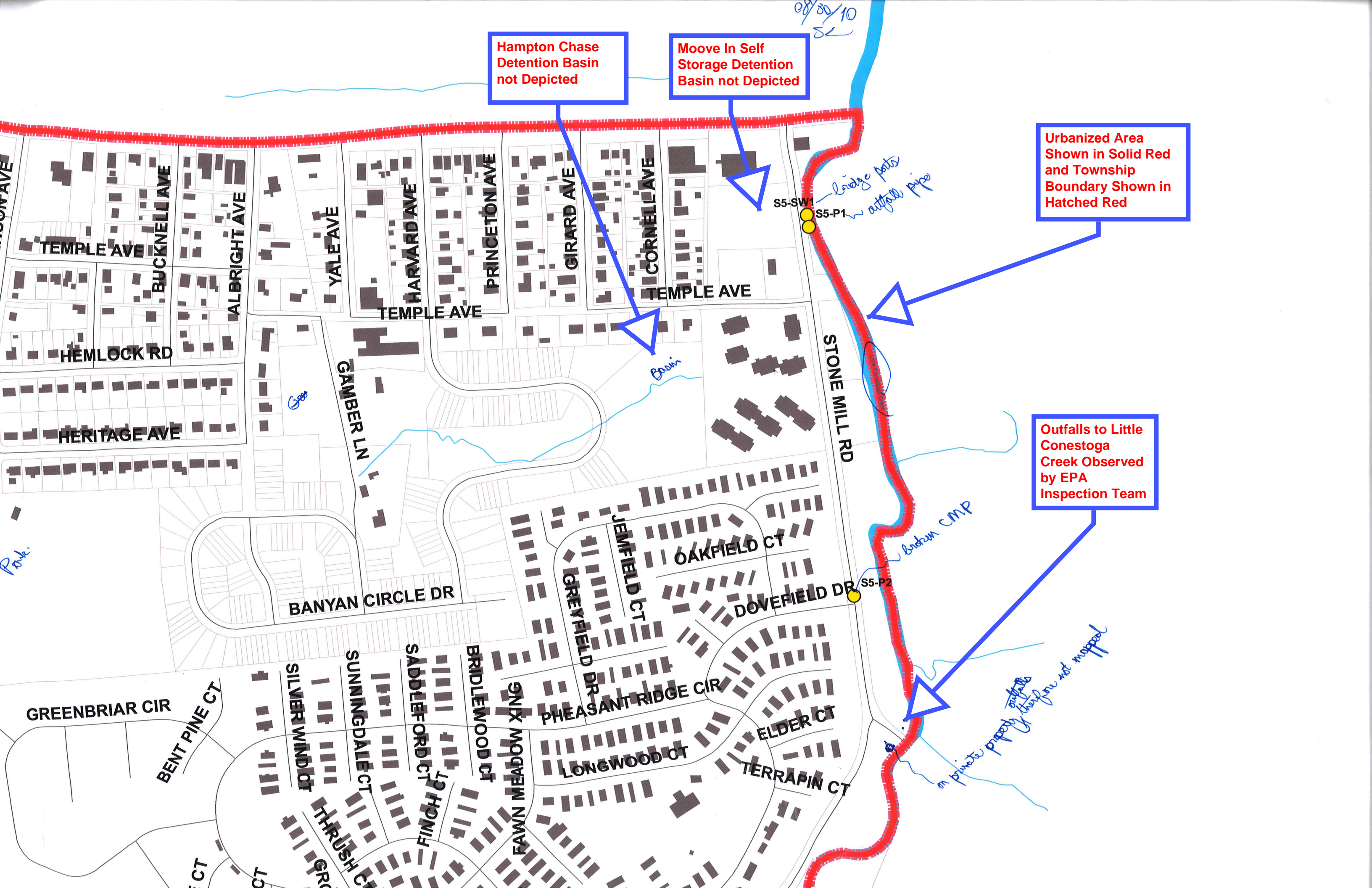
- 19. Ordinance or regulatory mechanism prohibiting non-storm water discharges to the MS4, and any approvals from DEP for modification of the model ordinance.
- 20. Onsite demonstration of storm drain system mapping tools. Emphasize layers/mapping that informs the MS4 program activities (e.g., storm drain system, structural controls, outfalls, receiving waters, etc.)
- 21. Priority List of risk areas in the storm drain system (March 10, 2009 to current) - *all*
- ☒ 22. Written description of field screening program and IDDE elimination procedures
- ☒ 23. Records of Priority List outfall inspections/dry weather field screening and monitoring (March 10, 2009 to current) - *Markus forms - May 2010 similar*
- 24. Inventory—reported incidents of illicit discharges/connections/spills and resolution (March 10, 2009 to current)
- ☒ 25. Example/case file of an illicit discharge incident where enforcement was used (ideally full extent of enforcement authority)

Pollution Prevention for Municipal Operations and Maintenance

- 26. Inventory of municipal facilities/corporate yards
- 27. Written description of operation, maintenance and inspection program for stormwater - *in most recent AR*
facilities/ post-construction BMPs (e.g. Stormwater Facility Operations and Maintenance Program)
- 28. Standard operating procedures (SOPs) for catch basin and post-construction BMP inspections, and checklists used in the field - *nothing written*
- ☒ 29. Records of post-construction BMP and catch basin inspection and maintenance (March 10, 2009 to current) - *Memo's daily planner - photos of field sheets*
- ☐ 30. Municipal employee training records and syllabus
- 31. Written description of Vehicle Operations and Maintenance Program

***Note: In addition to the numbered items requested, also provide any other documents or tools that you believe demonstrate program development and structure.**

Exhibit 2
Township Storm Sewer System Map, Sheet 5



Hampton Chase
Detention Basin
not Depicted

Moove In Self
Storage Detention
Basin not Depicted

Urbanized Area
Shown in Solid Red
and Township
Boundary Shown in
Hatched Red

Outfalls to Little
Conestoga
Creek Observed
by EPA
Inspection Team

08/30/10
SL
bridge ports
outfall pipe
S5-SW1
S5-P1

bottom CMP

on private property outfalls
therefore not mapped

P. note

Exhibit 3
Township Field Screening Records, dated May 2010

08/31/57

Weather

E/E

MS-4 Outfall Screening

[illegible]

MS-4 Outfall Screening

[illegible]

MS-4 Outfall Screening

[illegible]

MS-4 Outfall Screening

[illegible]

MS-4 Outfall Screening

[illegible]

MS-4 Outfall Screening

[illegible]

Exhibit 4
Township Response Letter (*RE: Administrative Order and
Information Request, Docket No. CWA-03-2010-0166DN*), dated
June 8, 2010

MANOR TOWNSHIP

950 WEST FAIRWAY DRIVE, LANCASTER, PA 17603

Phone 717-397-4769 — FAX 717-397-7913

SUPERVISORS

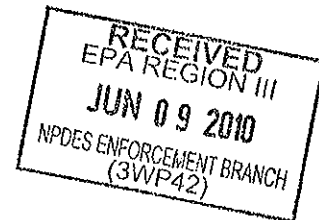
John S. May
Jay C. Breneman
Richard C. Bauder
L. Allen Kreider
Allan R. Herr



Established in 1740

June 8, 2010

Mr. Chuck Schadel, Enforcement Officer
US EPA, Region III, (3WP42)
1650 Arch Street
Philadelphia, PA 19103-2029



Mr. Scott R. Williamson, Environmental Group Manager
PA Department of Environmental Protection
South Central Regional Office
909 Elmerton Avenue
Harrisburg, PA 17110

RE: Administrative Order and Information Request
Docket No. CWA-03-2010-0166DN

Dear Mr. Schadel and Mr. Williamson:

We acknowledge receipt of your Administrative Order and Information Request dated March 31, 2010 for the above referenced Docket No. as received by Manor Township. We offer the following responses in **bold** to each violation.

IV. VIOLATIONS:

MCM#1: Public Education and Outreach

29. The August 2009 File Review indicated that the Respondent had failed to comply with the Permit by not identifying the following in the Annual Report that the Respondent reviewed its Public Education Plan for accuracy and provided new information about target audiences and communication channels.

The target audience continues to be all residents and businesses, community organizations that live and/or operate in the Township. The Township utilizes their community newsletter as the chief means of disseminating information and this newsletter is distributed semi-annually. Verification of the address list is accomplished during this same semi-annual period.

MCM#2: Public Involvement/Participation

32. The August 2009 File Review indicated that the Respondent had failed to comply with the Permit by not identifying the following in the Annual Report:

- a) That the Public Involvement and Participation Plan (PIPP) was reviewed for accuracy and content, and to identify any relevant changes;

A Public Involvement and Participation Plan has been completed and will be implemented beginning in July of 2010. This plan includes methods by which target audiences can obtain information and participate in public discussions. (PIPP enclosed).

- b) How and when public input/involvement was solicited and the results/accomplishments during the past year;

A Public Involvement and Participation Plan has been completed and will be implemented beginning in July of 2010. This plan includes methods by which target audiences can obtain information and participate in public discussions. (PIPP enclosed).

MCM#3: Illicit Discharge Detection and Elimination

35. The August 2009 File Review indicated that the Respondent had failed to comply with the Permit by not identifying the following in the Annual Report:

- a) Whether the MS4's map showing all outfalls and surface waters is up-to-date and accurate;

The map has been revised and is included.

- b) How the ordinance for prohibiting non-storm water discharges into the MS4 is implemented and enforced;

The Township has amended their Storm Water Management Ordinance (2-2004) detailing the prohibition of non-storm related discharges and providing assurances for compliance. A copy of the amendment is enclosed.

- c) The educational material that was distributed to public employees, businesses and the general public concerning the hazards associated with illegal discharges and improper disposal of wastes;

See attached PIPP.

- d) How the priority area was established and which outfalls were selected for screening during the past permit year;

The Township has elected to complete screening of all outfalls two times annually providing assurances for compliance.

- e) Summarized results of the outfall screening/sampling;

All 33 outfalls were visually inspected, 18 on May 21, 2010 and 15 on May 25, 2010. All 33 outfalls found to be clear of any illicit discharges.

- f) A properly completed illicit discharge field screening form for any problem outfall;

There were no problem outfalls discovered.

- g) The illicit discharge quarterly summary report form;

Enclosed.

- h) Any corrective actions taken to eliminate any illicit discharges or connections.

No illicit discharge was observed.

MCM#4: Construction Site Stormwater Runoff Control

38. The August 2009 File Review indicated that the Respondent had failed to comply with the Permit by not identifying the following in the Annual Report:

- a) How an ordinance that required erosion and sediment controls for construction sites, as well as sanctions to ensure compliance is implemented and enforced;

Ordinance 3-99 – Storm Water Management, requires that all applicants that propose disturbance and/or improvements which diverts, directs or otherwise affects the natural flow of any stream, body of water or drainage flow, to prepare storm water management plans including erosion and sediment control plans and obtain approval from the Township.

- b) Who reviewed erosion and sediment control plans;

Erosion and sediment control plans, by ordinance requires the review and approval by the Lancaster County Conservation District.

- c) Whether the MS4 conducted any E&S site inspections;

The Lancaster County Conservation District conducts site visits to ensure compliance and maintenance of all erosion and sediment control features.

- d) Enforcement actions taken by the MS4;

None taken.

- e) What education/outreach materials were distributed to developers/builders;

See PIPP enclosed.

-
- f) What was done to require construction site operators to control wastes such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary wastes;

The Township has prepared for inclusion in all zoning/construction permit issuances, a copy of the Township's Burning Ordinance (Ord. 4-2005) and the Rules and Regulations of the Lancaster County Solid Waste Management Authority by which, through an agreement between the Township and the Authority, all residents, businesses and community organizations are bound. Both of these documents have specific language on how to properly dispose of waste materials and include provisions to ensure compliance. Additional notices and information will be attached to any zoning permit issued directing applicants to appropriate disposal of waste materials.

- g) Summarized information or complaints received from the public concerning construction site storm water runoff.

All construction within Manor Township is monitored by the Township. If a complaint is received regarding construction storm water runoff, the complaint is investigated by Township staff and/or Township Engineer and corrected or referred to the appropriate agency such as the Lancaster County Conservation District.

MCM#5: Post-Construction Stormwater Management in New Development and Redevelopment

41. The August 2009 File Review indicated that the Respondent had failed to comply with the Permit by not identifying the following in the Annual Report:

- a) How an ordinance was implemented and enforced to address post-construction runoff from development or redevelopment projects;

Ordinance 3-99 – Storm Water Management, requires that all applicants proposing disturbance and/or improvements which diverts, directs or otherwise affects the natural flow of any stream, body of water or drainage flow to prepare storm water management plans including erosion and sediment control plans and obtain approval from the Township.

- b) Summarized accomplishments for ensuring that all Post-Construction Storm Water Management (PCSWM) BMPs for new or redevelopment areas are built as designed, and operated and maintained properly.

Ordinance 3-99 – Storm Water Management, requires that all disturbance and/or improvements which diverts, directs or otherwise affects the natural flow of any stream, body of water or drainage flow to prepare storm water management plans including erosion and sediment control plans and obtain approval from the Township. Further, field inspections by the Township, the Township engineer and the Lancaster County Conservation District ensure

compliance with the approved plans, associated ordinances and the Operation and Maintenance Plan.

MCM#6: Pollution Prevention/Good Housekeeping for Municipal Operations

44. The August 2009 File Review indicated that the Respondent had failed to comply with the Permit by not identifying the following in the Annual Report:

- a) How an operation, maintenance, inspection and repair program was implemented for all municipally-owned storm water facilities over the past year;

An operations and maintenance program tracking form was prepared and will be implemented by the Township in May of 2010 which identified the storm water facility type, a description of corrective measures taken (if necessary) and a description of preventative maintenance activities. Copy attached.

- b) A written Operation & Maintenance (O&M) plan if not previously submitted;

See Operation and Maintenance schedule enclosed.

- c) A description of how a pollution prevention/operation and maintenance program for all municipal vehicle/equipment operation, maintenance, fueling, and washing activities was implemented over the past year;

An operations and maintenance program for the fueling and washing of municipal fleet vehicles was prepared and will be implemented in May of 2010 identifying the appropriate locations for vehicle maintenance and fueling as well as the prevention and control facilities installed therein. See enclosed schedule.

- d) The appropriate municipal employees who received training, when the training was conducted and the subject matter.

Training of all municipal employees is currently being developed and will be implemented with all employees having initial training by December 31, 2010.

VI. ORDER AND REQUEST:

46. Within 120 days of the effective date of this Order and Request, Respondent shall:

- a) Complete the requirements of the Permit and submit a completed Protocol;

Done. See responses above and completed report and associated attachments

- b) Provide the dates when the Annual Report Form BMPs that have been alleged in violations identified in this Order were first implemented;

Mapping was completed in June of 2010.

The Operations and Maintenance schedules were implemented May of 2010.

The PIPP is to be implemented by December 31, 2010.

- c) Provide a map of all the outfall locations within the MS4's jurisdiction;

See enclosed.

- d) Provide a list of all Post-Construction Storm Water management structures, types and locations;

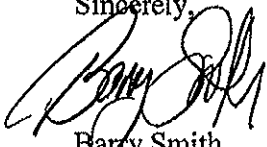
A listing of post-construction stormwater management structures is to be completed and submitted for review by December 31, 2010.

- e) Provide certification, signed by a responsible corporate officer, as defined in 40 C.F.R. §122.22, that reads as follows: *I certify that the information contained in or accompanying this submission is true, accurate, and complete. As to the identified portion(s) of this submission for which I cannot personally verify its truth and accuracy, I certify as the company official having supervisory responsibility for the person(s) who, acting under my direct instructions, made the verification, that this information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

The required certification statement has been provided below.

I certify that the information contained in or accompanying this submission is true, accurate, and complete. As to the identified portion(s) of this submission for which I cannot personally verify its truth and accuracy, I certify as the company official having supervisory responsibility for the person(s) who, acting under my direct instructions, made the verification, that this information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Sincerely,



Barry Smith
Township Manager

Enclosures

Exhibit 5
Township IC/ID Example Letter, dated November 12, 2009

9/30/10
5/10

MANOR TOWNSHIP

950 WEST FAIRWAY DRIVE, LANCASTER, PA 17603

Phone 717-397-4769 — FAX 717-397-7913

SUPERVISORS

John S. May
Jay C. Breneman
Richard C. Bauder
L. Allen Kreider
Allan R. Herr



Established in 1740

November 12, 2009

Mr. Keith Mohler
157 Manor Church Road
Columbia, PA 17512

RE: STORMWATER DISCHARGE

Dear Mr. Mohler,

Previous inspections of our Manor Township stormwater facilities on Manor Church Road revealed a pipe in our catch basin that is releasing what appears to be wash water. We are not certain if this pipe is emanating from your property. Our Public Works Director has left three phone messages attempting to contact you regarding this situation.

PA Act 167 requires the township to monitor stormwater discharge. Illicit discharge into the stormwater system must be eliminated. Therefore Manor Township will be eliminating the connection within our catch basin located on Manor Church Road.

In the event that this pipe has been an outlet for your property, please be advised that you will need to make alternate plans to appropriately and legally dispose of this waste water. The township plans to remove this outlet on or after December 4, 2009.

Feel free to contact me if you have any questions regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Barry L. Smith". The signature is stylized with large, flowing loops and is written over a horizontal line.

Barry L. Smith
Township Manager

Cc Mark Harris, Public Works Director

Barry Smith

From: Keith Mohler [kcmohler@comcast.net]
Sent: Tuesday, December 01, 2009 10:20 AM
To: Barry Smith
Subject: Stormwater discharge

Hey Barry,
Just wanted to let you know that I have County Mechanical coming this week to evaluate a solution to the problem. they assured me they will be able to fix it this week. Thanks.
Keith Mohler

P.S. Just for my own information could you tell me where I can get a copy of PA Act 167 and whatever municipal ordinances pertain to this situation? Thanks.

Exhibit 6
List of Construction Sites Provided by the Township Manager

2010 Current Active Construction Sites

	Project	Location	Private	Municipal
→	Central Manor Elementary ✓ (5)	Route 999, Blue Rock Road		School District
→	County Manor (8) (9) did not visit	North Dike Street	X	
	Crossgates Phase VI	Millersville, Murrycross Way	X	
	Crossgates Phase VII	Millersville, Murry cross Way	X	
	Eagle Heights	Hershey Mill Road	X	
→	Letort/Perth Hills Sewer ✓ (8)	Letort Manor, Perth Hills		LASA
	Manor Heights	Columbia Avenue	X	
	Manor Heights Apartments	Columbia Avenue	X	
	Manor Oaks Remaining Lands	Letort Road	X	
	Parkfield Phase I	Donerville Road	X	
	Parkfield Phase II	Donerville Road	X	
	Parkfield Phase III	Donerville Road	X	
	Royal Road Extension	South Centerville Road	X	
	Westwood Green	East Cottage Avenue	X	
	Woods Edge Phase 2 Sec 1	South Centerville Road	X	
	Woods Edge Phase 2 Sec 2B	South Centerville Road	X	
	Woods Edge Phase 2 Sec 4	South Centerville Road	X	

→ Roadway Restoration near LASA Sewer ✓

Exhibit 7
Memorandum of Understanding between the Township and the
Lancaster County Conservation District, dated March 9, 2010



Lancaster County Conservation District

1383 Arcadia Road, Room 200 • Lancaster, Pennsylvania 17601-3149

Telephone (717) 299-5361 Ext. 5 • FAX (717) 299-9459

www.lancasterconservation.org

To: Lancaster County Township and Borough Managers
From: Donald R. McNutt, Administrator
Date: March 9, 2010
Re: 2010/11 Memorandum of Understanding

The following is a Memorandum of Understanding (MOU) between the Lancaster County Conservation District (LCCD) and your municipality. This MOU indicates both parties' responsibilities between our agencies. The MOU will also serve as a document to validate the linkage between your municipality and LCCD as required by the Municipal Separate Storm Sewer System (MS4) protocol. The Department of Environmental Protection (DEP) requires an identified connection between the District and some municipalities. This MOU does not require any additional action on your part and will remain valid through March 15, 2011. It is the intent of the District to update the MOU on an annual basis.

The District, in cooperation with the County Commissioners and the Natural Resources Conservation Service, continues to employ Dennis Eby as a Plain Sect Outreach Coordinator. This position was created as an outgrowth of the Blue Ribbon Commission. If you wish to have Dennis Eby contact Plain Sect within your municipality, please contact him at (717) 299-5361, ext. 155.

Within the MOU please note item # 1 under the Municipalities Responsibility. Regulations in Pennsylvania require a written Erosion Control Plan for all earth moving activities involving 5,000 square feet of disturbance or greater. Please note the requirement is for a written plan. Pursuant to 25 PA. Code, Chapter 102.5 an NPDES Permit is required and the written plan must be reviewed and approved by the District when either of the following two criteria are met or exceeded:

- 1.) Earth disturbances totaling 1 to 5 acres that have a point source discharge to the surface Waters of the Commonwealth
- or
- 2.) Earth disturbance activities in excess of 5 acres.

Your local municipal ordinance may supersede the NPDES permit by requiring a review and a letter of adequacy (approval) from the District indicating the Erosion Control Plan meets Chapter 102. LCCD recommends that approvals be

Generational Stewardship; A Conservation Legacy

RECEIVED MAR 11 2010

required for all projects disturbing 1 acre or more, although approvals can be required for any disturbance of 5,000 square feet or more. From time to time, local approvals and/or permits are prematurely given to persons for projects that require an NPDES permit. As a reminder, PA Code, Chapter 102.43 states "A municipality or county may not issue a building or other permit or final approval.....until the county conservation district has.....approved coverage under the General NPDES permit."

All farms are required to have a Farm Conservation Plan that addresses limiting accelerated erosion on cropland or pastures to meet baseline compliance. Through a special grant the District was able to facilitate the development or revision to Farm Conservation Plans for all farms in Warwick Township. If you would like to encourage farmers within your municipality to meet or exceed this baseline requirement, please contact me at (717) 299-5361, ext. 115.

From time to time you may have other agricultural related concerns in your municipality that are not identified within the MOU. I have included a list of contact agencies/people that can assist you with these concerns.

Property owners who have water features; i.e. streams, creeks, ponds, wetlands on their property are advised to contact the Lancaster County Conservation District prior to engaging in any work. Projects such as streambank stabilization, any work in the floodway or earthmoving activities may necessitate an Erosion and Sedimentation Control plan and/or permits.

In many instances other State and perhaps even Federal Agencies will have regulatory authority over the proposed work. Those Agencies include the Pennsylvania Fish & Boat Commission, The Pennsylvania Department of Environmental Protection and the Army Corps of Engineers.

Please consider posting portions or the entire cover letter and MOU on your website. If you have questions in regard to this MOU, please contact me as soon as possible at (717) 299-5361, ext 115.

Enclosures:

MOU

Common Complaints Contact List

2010/11 MEMORANDUM OF UNDERSTANDING

Between the
Lancaster County Conservation District
and the
Manor Township, Lancaster County, PA

STATEMENT OF PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to provide for cooperation and communication between the Lancaster County Conservation District and the elected officials of the aforementioned community, to jointly promote the conservation of natural resources within the community on lands both public and private, for the purpose of preventing soil erosion and sedimentation of streams, providing for the responsible disposal and/or use of animal waste and biosolids, promoting water quality protection and improvement, and the health, safety and general welfare of the residents of both the community and Lancaster County.

THE LANCASTER COUNTY CONSERVATION DISTRICT will, within the limits of its capabilities:

1. Furnish to the municipal officials information pertaining to soils, soil conservation BMPs, flood plain management, watershed management, nutrient management, dirt and gravel roads maintenance, land application of biosolids, and dam safety and waterway management.
2. Upon request of a landowner review, revise and/or develop Farm Conservation Plans for adequacy of compliance with Chapter 102, Title 25. The District will respond to complaints of accelerated erosion on agricultural lands.
3. As part of a Delegation Agreement with the PA Department of Environmental Protection (DEP) to administer certain provisions of the Clean Streams Law, the Chapter 102 (Erosion Control) rules and regulations, and the NPDES Permitting Program for the Discharge of Stormwater from Construction Site Activities, the District will:
 - (a) Review erosion and sediment pollution control plans for adequacy of compliance with Chapter 102, Title 25 and provide the municipality with copies of the correspondence for all earth disturbance activities as required by township ordinance.
 - (b) Inform the municipality when NPDES permits have been issued for earthmoving activities in their community.
 - (c) Inspect earthmoving activities for compliance with the erosion and sedimentation control plan and the NPDES Permit.
 - (d) Provide information and written materials to the general public, agriculture, municipalities and land development industry.
 - (e) Educate the public and industry concerning permits and other requirements.

- (f) Perform on-site investigations in response to complaints regarding accelerated soil erosion and sediment pollution for any and all earth disturbance activities including agricultural plowing and tilling and provide the municipality with copies of the correspondence.
- 4. Upon receiving a request from the municipal officials, and after appropriate municipal representatives have received the required training, the District will provide technical assistance and financial support, to the limit of its allocation approved by the State Conservation Commission, for projects qualifying for the Dirt and Gravel Roads Program. The District will provide the municipality with this service by-way-of an agreement with the municipality.
- 5. As part of a Delegation Agreement with the PA Department of Environmental Protection (DEP), the District will annually monitor for compliance with the conservation plan 10% of the land in Lancaster County that has been identified as "active" and is permitted by DEP to receive land application of Bio-Solids. The District will respond to Bio-Solid complaints. The District will respond to complaints regarding Bio-Solids.
- 6. As part of a Delegation Agreement with the State Conservation Commission, the District will review all nutrient management plans submitted under Act 38 (PA Nutrient Management Act), approve those plans that meet Act 38 standards and monitor implementation of these plans. In addition, the District will provide information on federal nutrient management initiatives or confined animal feeding operation (CAFO) regulations. The District will upon request evaluate and determine if an individual operation is subject to Act 38.
- 7. Upon written request by a landowner or operator, the District will provide conservation planning technical assistance to farm owners and or operators. Within the limits of our allocations, the District will provide cost share assistance to eligible landowners or operators.
- 8. As part of a Delegation Agreement with the PA DEP to administer certain provisions of the Dam Safety and Encroachments Act and the Chapter 105 (Dam Safety and Waterway Management) rules and regulations promulgated thereunder, the District will:
 - (a) Provide information and written materials to the general public and industry.
 - (b) Educate the public and industry concerning permits and other requirements of the Act.
 - (c) Issue General Permits for qualified activities.
- 9. As part of a Delegation Agreement with the PA Department of Environmental Protection and at the request of the County Commissioners, the District's Watershed Specialist will assist municipal officials and citizen groups to form watershed associations for the purpose of addressing local water resource issues on a watershed basis. The Watershed Specialist will also be available to assist municipal planners that wish to incorporate a watershed focus into zoning and land planning.
- 10. The District will, in a timely manner, provide municipalities with current information relating to changes in regulations, program requirements, or permits for those program areas that are discussed in this Memorandum of Understanding.

THE MUNICIPAL OFFICIALS will, within limits of their capabilities:

1. In situations where earthmoving will occur, require evidence that the required erosion and sedimentation control plan has been developed before issuing local permits. All earth moving activities in excess of 5,000 square feet or more require a written plan.
2. In situations where earthmoving will require an NPDES Permit the Zoning Officer will seek evidence that an NPDES Permit has been issued to the owner/operator before issuing local permits.
3. Forward complaints to the District, or advise others to forward complaints related to water pollution that is resulting from accelerated soil erosion, animal waste, or the land application of biosolids as deemed appropriate by the municipality.
4. Contact the District seeking services of the Ombudsman to assist with ordinance review and/or potential conflict resolution resulting from the interface of production agriculture and urban constituents.
5. Encourage the use of soil and water conservation best management practices on both farmland and urbanizing land.
6. Disseminate natural resource conservation information and written materials to the general public.
7. Seek assistance from the District when natural resource protection concerns arise in your municipality.
8. Encourage and support appropriate local watershed activities and will invite the District's Watershed Specialist to participate with watershed-related projects and planning activities.
9. Inform permit applicants of new or updated permit requirements or program information as the District provides such information.
10. Consult with the District before referring to or assigning responsibilities to the District in any of their ordinances.

IT IS MUTUALLY AGREED THAT:

1. The municipal officials will support District efforts to educate the public about the need to implement erosion and sedimentation control practices.
2. The Memorandum of Understanding will be reviewed annually by either the municipality and/or the District, as the need arises.
3. This agreement shall become effective immediately. It may be amended or modified at any time by agreement of the parties involved and may be terminated by either party by sixty (60) days notice in writing to the other party.

Revised- March 3, 2010